

## Montello Fish-N-Fun Festival Vendor Fair

May 3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup>, 2024

April 26, 2024.....APPLICATION DEADLINE

May 3, 2024.....Set-up begins at 8am-Festival runs from 4pm-10pm

May 4, 2024.....Set-up begins at 8am-Festival runs from 10am-10pm

May 5, 2024.....Set-up begins at 8am-Festival runs from 10am-3pm

### APPLICATION PROCESS:

- The fee for a 12' x 12' booth space is \$50. This fee covers all 3 days. There is no electricity on-site.
- Check or money order is to be made out to: Montello Area Chamber of Commerce or MACC.  
Booth fees are NON-REFUNDABLE.
- Applications including payment are to be mailed to:  
MACC  
PO Box 124  
Montello, WI 53949
- Applications must physically be in our PO Box no later than April 26<sup>th</sup>, 2024. This is IMPERATIVE, as the organizer for the Vendor Fair does not have access to the PO Box. Any applications delivered after this date may not be received in a timely manner, therefore may not be approved.
- All spaces are located outdoors. There will be no fee refund due to inclement weather. Each vendor is responsible for protecting their inventory from the elements.
- Spaces are not guaranteed, so please get your applications in ASAP. If all spaces are full, you will be contacted and placed on the waiting list in the order your application was received. Your check or money order will not be processed unless you are accepted for a space.
- Collecting 5.5% WI sales tax is the responsibility of the vendor.
- Questions or comments should be directed to our Vendor Fair Organizer at:  
montellochambersecretary@gmail.com

### SET-UP AND DISPLAY:

- Booth spaces are located on Park St (back side of the waterfall and across from Cty Rd Y). Spaces will be first come, first serve this year. Sites will no longer be pre-assigned, so be sure to arrive early if you have a specific space in mind.
- Front of booth/tent/display must start on spray painted marks on grass. Feel free to spread out as far back as necessary. This will ensure a cohesive appearance for our event.
- Vendor vehicles must be parked either on grass behind booth space or off-site. Please do not park on the street as those spaces are prime parking spaces for shoppers and we want all vendors to sell a ton during the festival.
- All tables must be neatly and appropriately covered with a tablecloth that hides storage boxes so they cannot be seen by the public.
- There will be porta potties on-site.
- Please do not leave garbage behind during or after the festival. We ask that all garbage is removed each day, as there are limited garbage cans available, and they will only be collected after the event is over with.

### TERMS:

- No live animal sales.
- Merchandise deemed profane is not allowed.
- Camping/sleeping in vehicle overnight is not permitted at this event.
- Troublesome vendors may be removed without refund.

Montello Fish-N-Fun Vendor Fair Application  
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APPLICANT INFORMATION:

Applicant Name _____	Business Name _____
Address _____	City _____ State _____ Zip _____
Home Phone _____	Cell Phone _____
Email _____	Website/Business Facebook Page _____
WI Seller's Permit # AND Last 4 of SSN _____	

Please submit application, images of items to be sold, S-240 Form and \$50 payment to:  
Montello Area Chamber of Commerce  
PO Box 124  
Montello, WI 53949

TERMS:

I give permission to the Montello Area Chamber of Commerce/Fish-N-Fun Fest to use my images, business name and/or vendor name (excluding last name), products, business website and/or business Facebook page for advertising purposes. This includes the MACC Facebook page, MACC website and/or Montello Fish-N-Fun Fest's Facebook page and/or website, as well as any other advertising. [www.montellofishnfunfest.com](http://www.montellofishnfunfest.com)

Cancellation Policy: Your booth fee will not be refunded if you cancel. Cancellations for emergency reasons only will be reviewed on an individual basis.

Waiting List: In the event that all spaces are reserved, a waiting list will be created. Applicants will be added in the order they are received.

Waiver: I agree to indemnify, defend, waive, release and hold Montello Fish-N-Fun Fest, Montello Area Chamber of Commerce and the City of Montello harmless from any and all liability, claims and causes of action for injuries to persons or property arising out of or related to this Festival, specifically including, without limitation, injury or damage to booth contents, merchandise, employees, contractors and guests.

Applicant's Signature _____	Date _____
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For Office Use Only:

Date Received _____	Check # _____
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